



Cambodian Rice Run Code of Conduct

A Code of Conduct provides guidelines deemed to be appropriate and proper behaviour for all associates when interacting with children under the care of Cambodian Rice Run and its associate charities. They are primarily designed to protect children but are also intended to protect associates from false accusations of inappropriate behaviour or abuse.

1. No child is to be taken on a motorbike, tuk tuk or car without making prior arrangements with the Directors of Cambodian Rice Run.
2. No child is to be taken to any associates home, guesthouse, hotel or any accommodation.
3. No associates are permitted to socialise with children outside the school premises apart from a friendly hello.
4. No associate is permitted to take any child to a café, restaurant or to buy them food, unless permission has expressly been given by a Cambodian Rice Run Director. If the children are obviously hungry, then a Director is to be informed immediately.
5. No gifts of any kind are to be bought for the children without prior arrangement from a Director.
6. Cambodian Rice Run associates should not act in ways intended to shame, humiliate, belittle or degrade children or perpetrate any form of emotional abuse. Moreover, no associate will exert inappropriate physical force, even in play when dealing with the children. This includes, but is not limited to pushing, shoving, hitting, slapping or any other action that could cause fear, intimidation or distress. Our associate charities and their staff have set guidelines of appropriate discipline if a situation requires action.
7. Cambodian Rice Run associates must display appropriate language, dress, actions and relationships with children at all times. Extra care should be given to protecting the reputation of all children and staff by ensuring that language and behaviour at all times reflects appropriate male-female and child-adult relationships, which are respectful of and in line with Cambodian culture and customs.
8. Cambodian Rice Run associates shall not hire any of the children to do domestic work or perform other work.
9. All Cambodian Rice Run associates are responsible for their actions and reactions to children at all times. You should be aware that you might work with children who because of circumstance and abuse they have experienced use a relationship with an adult to obtain 'special attention'. The adult is always considered responsible for his or her reaction regardless of how a child reacts to them. A director MUST be alerted immediately to such behaviour and the associate must take measures to avoid being placed in a compromising or vulnerable position.
10. Where possible, associates should implement the '2 adults' rule, whereby two or more adults supervise all activities with children. If for any reason an individual conversation or counseling session is warranted with a child, another must be within visual contact.

11. **Inappropriate conduct towards children, including failure to follow the behaviour standards stage above, is grounds for discipline, up to and including dismissal from employment or placement, police notification and legal action.**
12. The Cambodian Rice Run Directors or an associated charity staff member must accompany any visitor or non-staff member to any facility.

AWARENESS RAISING AND EDUCATION

1. Cambodian Rice Run is obliged to make sure all associates are aware of the issue of child safety and the Child Protection Policy.
2. When and where possible, children will be educated in self-protection from physical and sexual abuse. Children will be taught that they have a right to do something if an adult or another young person behaves or talks to them in a way that makes them feel uncomfortable or in danger, and to trust and act on their instincts.
3. The Directors of Cambodian Rice Run will initiate an open culture, encouraging opportunities for staff, volunteers and associates to raise concerns, to question, to discuss, to obtain feedback and learn about child protection issues.

COMMUNICATIONS ABOUT CHILDREN

1. All communications regarding the children of Cambodian Rice Run or its sister organisations will ensure that the protection, privacy, dignity and best interests of the child are paramount.
2. Children should be adequately clothed in photographs or images taken of them and not in poses that could be interpreted as sexually suggestive.
3. Photography is only permitted if Cambodian Rice Run Directors or its associate charities management gives approval, after which point it is up to the individual children to determine whether or not they wish to be photographed.
4. Any photographs taken are NOT to be displayed in public, posted on the Internet or used for any means other than personal memories, unless permission is expressly granted by a Cambodian Rice Run Director.

REPORTING AND INVESTIGATING ABUSE OR SUSPECTED ABUSE.

Cambodian Rice Run takes child abuse and/or exploitation very seriously. Child abuse in any form including physical, emotional or sexual abuse is a serious offence. Abuse, exploitation or other action that threatens the wellbeing, and/or reputation of the child, the accused, or Cambodian Rice Run itself will be dealt with in a prompt and stringent fashion.

Any action of this type will be prosecuted to the full extent of the law.

Child abusers are not likely to remain in an environment where workers are trained to identify and report suspicious behaviour. For this reason, Directors and Staff are responsible for reporting suspected child abuse of any kind.

If you have knowledge of, suspicion of, or have witnessed a child protection issue you hereby agree to immediately contact a Cambodian Rice Run Director, hence allowing for early intervention and prompt investigation.

Failure to report suspected child abuse or misconduct may result in disciplinary action. On receipt of the report the Directors or an appointed member will begin an internal investigation and where appropriate file a complaint with the relevant police, NGO and/or authorities.

If the accused is an expatriate, the relevant law enforcement authorities will also be informed with due regard given to the potential for extradition proceedings by his or her country of origin. The rights and welfare of the child is of prime importance to Cambodian Rice Run, and therefore any investigation(s) will be as child friendly as possible.

I, _____ have read, understood and agree to adhere to all of the above policies as set in place by Cambodian Rice Run.

Sign: _____ Date: _____

If responding by email please state acceptance of terms of child protection policy and you will receive a hard copy to sign on arrival.